

Step by Step ISPS User Guide for Students

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Log on to <https://bangor.studentfees.com> or
<https://bangoraccommodation.studentfees.com>

2

Read the instructions at the top of the page

3

Complete the first section of the form with your
personal details

4

Complete the payment section of the form

Once these details have been added, the system will then give you a sum total of the amount owed in your local currency.

5

Create a password before submitting the transaction. Please remember this password. It will be needed if you wish to log back onto the system, in order to make your payment at a later date or to view your transaction history.
(please see step 9)

6

If you have clicked 'Yes' to the question 'Would you like to pay today?' you will be directed to another page. This will provide you with instructions for making your tuition payment into a local bank. You will be given the bank account details of a major local bank and your **Student Number**, which must be entered by the bank as your reference number, and the amount owed in the relevant currency.

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Please lodge the amount owed in the stated currency into the named bank using the bank account details given, entering your Student Number as the reference code.

**8**

Please scan and email your receipt and a copy of the bank details page given to confirm@studentfees.com as requested.



Bangor University will receive the money paid within 48 hours and will automatically be notified by email of this payment.

9

If you have clicked 'No' to the question 'Would you like to pay today?' you will see a screen with a message reminding you to make the payment as soon as possible.

**10**

To pay your fees at a later time click on [Log In](#) at the top right hand corner of the homepage. Then log in using your email address and password. Next, click on [Pay Your Student Fees](#) and follow instructions as described above.



Please note that if you log back in to the system within 48 hours of completing the registration form you will receive the same exchange rate, however if you log back in to the system after 48 hours you will need to complete the payment details section again.

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To review your payment history log in as in [Step 10](#) and click [Payment History](#).